



**ECONOMIC DEVELOPMENT & INTERNATIONAL TRADE (EDIT) UNIT
DEPARTMENT OF REGULATORY & ECONOMIC RESOURCES
MIAMI-DADE COUNTY**



BUSINESS DEVELOPMENT MISSION SHANGHAI, HANGZHOU, GUANGZHOU & TAIPEI

APRIL 11 - 23, 2016

REGISTRATION DEADLINE: FEBRUARY 20, 2016

ROUNDTrip AIRFARE

Participants are responsible for making their own travel arrangements, but are encouraged to arrive in Shanghai no later than April 12, 2016. Official program begins on April 13th.

PROPOSED MISSION ITINERARY

Shanghai, China

Apr 11: Depart for Shanghai.

Apr 12: Arrive in Shanghai.

Apr 13 & 14: Official meetings, networking & B2B match-making meetings, briefings & branding presentations, etc.

Apr 15: Depart Shanghai for Hangzhou (AM) via surface.

Hangzhou, China

Apr 15: Arrive in Hangzhou/Official meetings

Apr 16: Visit Hangzhou Technology Development Zone.

Apr 17: Depart for Guangzhou.

Guangzhou, China

Apr 17: Arrive in Guangzhou.

April 18: Canton import & export fair.

Apr 19: Official meetings, networking, briefings and branding presentation.

April 20: Depart for Taipei, Taiwan.

Taipei, Taiwan - Enterprise Florida Mission (Optional)

April 20: Arrive in Taipei.

April 21: Market Briefing by America Institute in Taiwan. (AIT), and networking evening reception hosted by the Director of AIT. Sister City visit to New Taipei City officials.

April 22: B2B matchmaking meetings, branding business seminar, business follow-up meetings, etc.

April 23: Delegation departs Taipei for Florida.

VISA ENTRY REQUIREMENTS

U.S. citizens must have a valid passport. U.S. citizens require an entry visa for The People's Republic of China.

Consulate General of

The People's Republic of China in Houston

4317 Montrose Blvd, Houston, TX 77006

Tel: (713) 520-462; Fax: (713) 521-3064

Website: <http://houston.china-consulate.org>.

Visa Office Hours (Mon -Fri)

9:00AM - 11:30AM & 1:30PM - 3:00PM

The United States and **Taiwan** have a Visa Waiver Program (VWP), therefore U.S. nationals are eligible for visa-exempt entry into Taiwan.

VACCINATIONS

For recommended vaccinations please see your personal physician or visit the Center for Disease Control and Prevention site at: www.cdc.gov.

CURRENCY

The Chinese currency is Chinese yuan, also known as Renminbi (RMB) is used throughout in mainland China. The basic unit of RMB is Yuan (¥). In some parts of China, yuan is called kuai. 10 CNY = \$1.54 (approx.)

The New Taiwan dollar is the currency of Taiwan.

100 TWD = \$3 (approx.)

WEATHER

Average high/low temperatures (April).

Shanghai: 66°F / 59°F.

Hangzhou: 70°F / 54 °F

Guangzhou: 79°F / 66°F

Taipei: 74°F / 66°F

TIME DIFFERENCE

Shanghai, Guangzhou & Taipei are **13 hrs** ahead of Miami EST.

DUAL LANGUAGES

Participants are advised to translate their business cards and product materials in English & Mandarin languages.

For additional information please contact:

Desmond Alufohai, CGBP, CMP

International Trade Coordinator

Economic Development & International Trade Unit

Miami-Dade County

111 N.W. First Street, 12th Floor, Miami, FL 33128

Tel: (305) 375 3526; **Fax:** 305-679-7895

E-M: alufoha@miamidade.gov; www.miamidade.gov/oedit

Non-Refundable Participation Fee (China Only)

\$750 (Small business < 50 employees)

\$1000 (Medium & Large-sized businesses > 50 employees)

(Payable to Trade Mission Center of the Americas Inc.)

(Participation fee cover group transfers to all official meetings and events, some meals and networking reception, briefings, translation services, surcharges, administrative cost, etc.)

Non-Refundable Participation Fee (Taiwan Only)

\$400

(Payable to Enterprise Florida Inc.)

(Participation fee cover group transfers to all official meetings and events, some meals and networking reception, briefings, etc.)



Economic Development & International Trade Unit
BUSINESS DEVELOPMENT MISSION TO CHINA & TAIWAN



APRIL 11 - 23, 2016

PARTICIPANT INFORMATION & COMPANY PROFILE

(Please complete and return this form along with payment to EDIT)

PERSONAL INFORMATION *(As it appears of your passport)*

First Name: _____ Last Name: _____ Suffix: _____

Nationality: _____ Passport Number: _____ DOB: _____

Indicate Any Special Needs: _____

ORGANIZATIONAL PROFILE

Name of Business Organization _____

Your Title: _____

Address: _____

City: _____ State: _____ Zip Code: _____

E-Mail: _____ Website: _____

Business Phone: _____ Mobile Phone: _____

Year Established: _____ Number of Employees: _____ Annual Sales: _____

SPECIFY INDUSTRY SECTOR / CATEGORY

☐ _____

INDICATE YOUR TYPE OF BUSINESS:

☐ Agent/Representative ☐ Distributor/Wholesaler ☐ Franchising
☐ Joint Venture/partnership ☐ Retailer ☐ Other: _____

MAIN OBJECTIVE FOR PARTICIPATING IN THIS MISSION:

☐ Buying ☐ Selling ☐ Other: _____

DESCRIBE YOUR PRODUCTS/SERVICES:

INDICATE THE TYPE OF AGENCIES OR COMPANIES YOU WOULD LIKE TO MEET DURING THIS MISSION:

IMPORTANT!

*Please send a paragraph of your biographical information and a recent passport-sized photograph in .jpeg format.
The information provided will be used to prepare the delegates' brochure.*



MIAMI-DADE COUNTY
BUSINESS DEVELOPMENT MISSION TO CHINA & TAIWAN
APRIL 11 - 23, 2016



PARTICIPANT'S REGISTRATION FORM

(Please complete and return this form along with participation fee to EDIT)

First Name: _____ Last Name: _____ Suffix: _____
[As it appears on your travel passport]
Title: _____ Signature: _____ Date: _____

	ESTIMATED COST	YOUR COST
A. ROUNDTrip AIRFARE PER PERSON Airfare estimates as of January 10, 2016 for MIA-SHANGHAI-GUANGZHOU-TAIPEI-MIA (Economy class fare). Fares are subject to change at the time of booking. Participants are responsible for making their own travel plans, but are encouraged to arrive in Shanghai no later than April 12, 2016. Official program begins on April 13.	\$2000	\$
B. LODGING Estimated hotel accommodation rates for eleven dates (April 12 – 23, 2016) in Shanghai, Hangzhou, Guangzhou and Taipei. Hotel contact information and actual rates will be provided at the time of reservation. Please provide EDIT staff/mission coordinator to reserve your hotel accommodation. Indicate single/double occupancy and other applicable preferences. Double Occupancy: Name of your Roommate: _____ <i>Your credit card information will be provided to the hotels to reserve your room.</i> (Quoted <u>estimated</u> hotel room rates are subject to change)	\$2050	\$
C. ONE-TO-ONE BUSINESS MATCHMAKING FEE	\$450	\$
D. PARTICIPATION FEE PER PARTICIPANT (CHOOSE ONLY ONE PRICE) (CHINA ONLY) - Payable to Trade Mission Center of the Americas (TMC) - (\$750 for small businesses with less than 50 employees / \$1000 for medium & large-sized business with more than 50 employees).	\$750 \$1000	\$
E. PARTICIPATION FEE PER PARTICIPANT (TAIWAN ONLY) - Payable to Enterprise Florida Inc.	\$400	
E. LATE REGISTRATION FEE (After February 20, 2016 - strictly enforced)	\$150	\$
GRAND TOTAL [A + B + C + D]		

METHODS OF PAYMENT & REGISTRATION INSTRUCTIONS

☐ **CREDIT CARD:** PLEASE COMPLETE AND RETURN THE ATTACHED CREDIT CARD AUTHORIZATION FORM TO EDIT.

☐ **CHECK NUMBER :** _____ **TOTAL AMOUNT:** _____

IF PAYING BY CHECK, THE PARTICIPATION FEE SHOULD BE MADE PAYABLE TO: THE TRADE MISSION CENTER OF THE AMERICAS, INC. (A 5% OF FACE AMOUNT OF CHECK WILL BE CHARGED FOR NON-SUFFICIENT FUND (BAD) CHECKS.)

3 EASY WAYS TO REGISTER: COMPLETE AND RETURN ALL COMPLETED DOCUMENTS, ONE PER PERSON:

1. ONLINE REGISTRATION ON
2. SCAN AND EMAIL COMPLETED DOCUMENTS TO ALUFOHA@MIAMIDADE.GOV.
3. SEND COMPLETED DOCUMENTS BY FAX TO: (305) 679-7895.

UPON RECEIPT OF REGISTRATION FORM AND PAYMENT, EDIT WILL PROVIDE HOTELS WITH YOUR CREDIT CARD INFORMATION TO RESERVE YOUR ACCOMMODATION. EACH PARTICIPANT IS RESPONSIBLE FOR CONFIRMING THEIR CHECK-IN AND CHECK-OUT DATES AND SETTLING LODGING & INCIDENTAL COSTS WITH HOTELS.

IMPORTANT MISSION INFORMATION

- Final selection of mission participants will be confirmed by EDIT/EFI staff after determining sector suitability and market potential.
- Participation fee is non-refundable after payment.
- A \$150 late fee will be charged for participants filing their registration after **FEBRUARY 20, 2016**.

Your signing of this registration form binds you to all the terms and requirements of this mission. EDIT/EFI reserves the right of cancellation and the right to change the mission program/ itinerary on-site, based on unforeseen circumstances. Participants agree, at all times and hereafter, to hold harmless and indemnify EDIT, EFI, TMC their staff and Board of Directors, contributing organizations, sponsors, agents, affiliates and volunteers from errors, omissions, or adverse actions that may result from this mission.



**ECONOMIC DEVELOPMENT AND INTERNATIONAL TRADE UNIT
DEPT. OF REGULATORY & ECONOMIC RESOURCES
MIAMI-DADE COUNTY**



BUSINESS DEVELOPMENT MISSION TO CHINA & TAIWAN

APRIL 11 - 23, 2016

CREDIT CARD AUTHORIZATION FORM

(Please return completed form to EDIT)

Stephen P. Clark Center

111 NW First Street, 12th Floor

Miami, FL 33128

Tel: 305-375-1254; Fax: 305-679-7895

I, _____,
(Name of cardholder as it appears on credit card)

hereby authorize Economic Development & International Trade (EDIT) Unit, Miami-Dade County, Trade Mission Center of the Americas (TMC) or its affiliates to charge my credit card for the sum of \$_____, as participation fee for China, plus \$_____, for _____

for total sum of \$_____, for the Business Development Mission to People's Republic of China & Taiwan,

April 11 - 23, 2016. I also authorizing EDIT staff to provide my credit card information to mission approved hotels in China and Taiwan for my lodging for a total sum of \$_____.

Additional information for your reference regarding the charges: _____

Credit Card Information:

☐ American Express ☐ MasterCard ☐ Visa

Credit card number: _____ Expiration date: _____

Security code: _____ Total Amount charged \$_____

(3 digit code on reserve side of MasterCard and Visa) **OR** (4 digit code on front side of American Express Card)

Billing Address (as provided to issuing bank): _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Fax: _____ E-Mail: _____

By signing this form, cardholder acknowledges receipt of services described above for the total amount shown and agrees to perform the obligations set forth in the Cardholder's agreement with the issuer.

Cardholder's Signature: _____ Date: _____

FOR INTERNAL USE ONLY:

Date Received: _____ Approved By: _____

Comments: _____